

Figure 1: Login with the given credentials



Figure 2 : In the home page you will be greeted with a brief overview of number of complaints present in your department

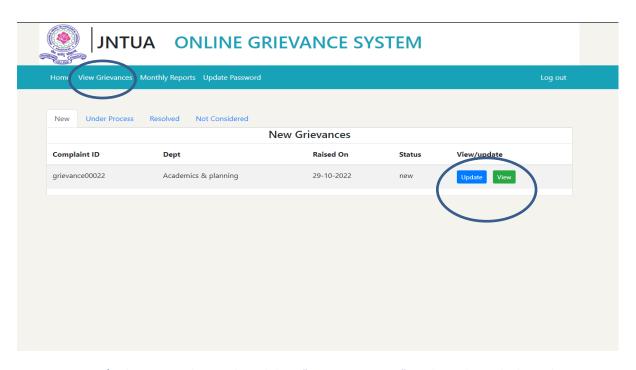


Figure 3 : To view/update a particular complaint click on "VIEW GRIEVANCES" on the navbar and select either view or update button.

Home View Grievances Monthly R	eports Update Password		Log ou
		View Grievance	
Grievance id :	grievance00022		
Grievance By :	parent		
Rollno/Username :	19001A0570		
Email :	imitiaz@gmail.com		
Contact No. :	1212121212		
Grievance Type	Academics & planning		
Grievance :	test		
		li	
Current Status :	NEW		
Remarks	test		
		i.	
	Back to View Grievances	Update	

Figure 4: When you click "VIEW" it gives you a detailed description of the complaint and the details of the individual who complained about it

Home View Grievances Monthly R	eports Update Password	Log out
Grievance id :	grievance00022	
Grievance By :	parent	
Rollno/Username :	19001A0570	
Email :	imitiaz@gmail.com	
Contact No. :	1212121212	
Grievance:	test	
	li di	
Previous Status:	new	
Update Status to:	new	
	processing solved	
	rejected new	
	SUBMIT	
	SOBIMIT	

Figure 5 : When you select "UPDATE" it allows you to change the status of the grievance

Home View Grievances Monthly R	Leports Update Password Log
Grievance id :	grievance00022
Grievance By :	parent
Rollno/Username :	19001A0570
Email :	imitiaz@gmail.com
Contact No. :	1212121212
Grievance:	test
Previous Status:	new
Update Status to:	processing
	Enter remarks here
	CURVET
	SUBMIT

Figure 6 : You can also add remarks or response to the particular complaint



Figure 7 : Once you update the status the complaints are moved under these tabs based on the status you updated

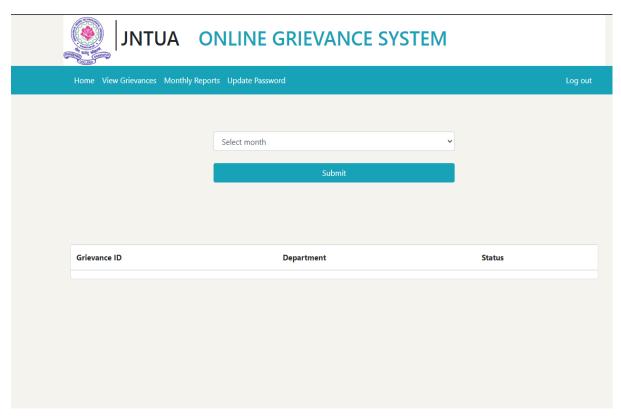


Figure 8 : Click on the "Monthly Reports" to view all complaints of your department month-wise

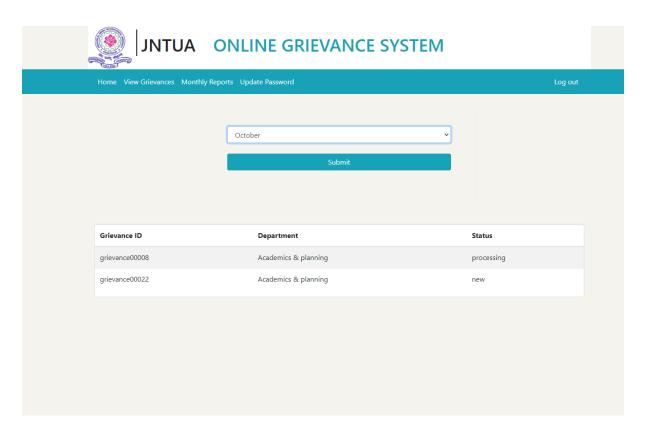


Figure 9 : Select month and submit , the month-wise complaints will be displayed

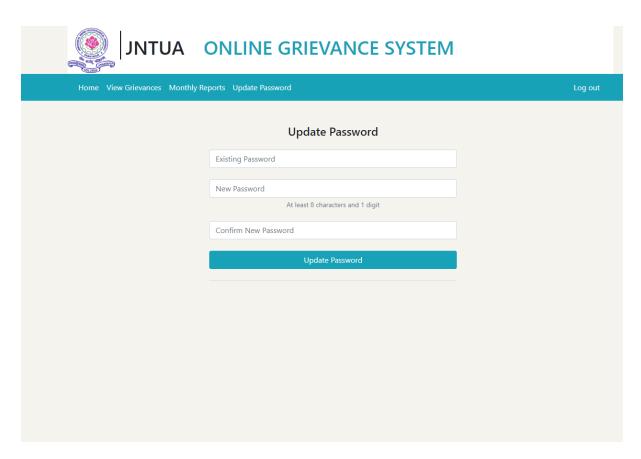


Figure 10: To update your password click on the "UPDATE PASSWORD" option in the navbar and enter your existing password along with the new password and confirm your password.